



**City of Derby
BOARD OF APPORTIONMENT AND TAXATION
MINUTES
TUESDAY JANUARY 18, 2022**

6:00 PM

ZOOM MEETING

**Christopher Carloni
Jennifer Desroches
Robert Forte
Michael Gray
Kristen Mancini-wright**

**Holly Orazietti
Bhamini Patel
Rose Pertoso
Jeff Polis-Chairrperson
Roberto Santos**

1. Call to order & Pledge of Allegiance

The meeting was called to order by Mr. Polis at 6:03 PM, followed by the Pledge of Allegiance.

3. Roll Call and Swearing In

Mr. Garafalo swore in Ms. Bhanini Patel as the newest member of the Board of Apportionment and Taxation. This was followed by the Roll Call.

Present: Mr. Carloni, Ms. Desroches, Mr. Forte, Ms. Mancini-Wright, Ms. Orazietti, Ms. Patel, Ms. Pertoso, Mr. Polis and Mr. Santos.

Absent: Mr. Gray

4. Additions, Deletions, Corrections, and Adoption of the Agenda

There were no additions, deletions or corrections to the agenda.

2022 JAN 21 AM 9:02

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Marc J. Garafalo
MARC J. GARAFALO, MMA

5. Public Portion

No one from the public spoke. A motion to close the Public Portion was made by Mr. Santos and seconded by Ms. Pertoso. Motion Carried.

6. Approval of Minutes of December 20, 2021, Meeting

A motion to move the approval of the minutes to the next meeting was made by Ms. Desroches and seconded by Mr. Santos. Motion Carried.

7. 2022 Meeting Date Adoption

A motion was made by Mr. Santos and seconded by Mr. Carloni to change the monthly meeting to the 4th Tuesday of each month. Mr. Garafalo will send out a new copy of the monthly meeting schedule for the remainder of the year. Motion Carried.

8. Compensated Leave 8400-390-0391 Create Reserve Line to Account for Upcoming Compensated Leave Payouts.

- Transfer to Account (8400-390-0391-0000) Compensated Leave \$50,000
- Transfer from Account (8400-390-0391-0000) Special Working Balance

Approval for the funding of future compensated payouts. Ms. Desroches had many questions about the Special Working Balance and the money in that account. A motion was made by Mr. Santos and seconded by Mr. Carloni, to table this until the allocations of monies coming out of this account can be explained to the Board. Motion Carried.

9. Finance Department 2500 Financial Services

- Transfer to Account (2500-150-0153-0000) Bookkeeper \$10,000
- Transfer from Account (2800-110-0110-0000) Tax Collector \$10,000

Approval to increase a budget for bookkeeper for reconciliation of the Tax Collector activities. After discussion by the Board and explanations by Ms. Herasimowicz, why this money is needed to fund the part time employee that is presently doing the work, a motion to approve was made by Mr. Santos and seconded by Mr. Carloni. Motion Carried.

10. Capital Grant Not Budgeted with Anticipation of 50% Grant reimbursement and 50% Match.

- Increase Grant Capital Projects fund 12 Intergovernmental State Grants \$59,645.50
- Transfer from Account (8400-390-0391-0000) Special Working Balance \$59,645.50
- Increase Capital Fund 12 Body Cameras and Licenses \$119,291.00

Create proper budget for the mandated State Grant to properly allocate budget Sources. Ms. Desroches was still very adamant about not taking any money from the Special Working Balance until the Board is given more information. Ms. Herasimowicz explained to the Board that this was approved by the BOA/A, and the contract was signed by the mayor, so she paid the bill. Mr. Carloni said he thought that nothing was to be paid until

the BOAT approved the expense. Ms. Herasimowicz explained that she had to pay the bill. A motion was made by Mr. Santos and seconded by Ms. Pertoso to table this until the next meeting, and we can find somewhere to get these funds. Motion Carried.

11. Adjournment

A motion to adjourn was made by Mr. Santos and seconded by Ms. Pertoso. The meeting was adjourned at 6:48 PM.

Respectively Submitted

Louise Pitney

***** These minutes are subject to the approval by the Board of Apportionment & Taxation at their next regular meeting.**

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